

Please complete and return application by November 5:

Wylie Arts Festival  
2000 Highway 78 North  
Wylie, TX 75098

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ / \_\_\_\_\_

Cell: \_\_\_\_\_ / \_\_\_\_\_

E-mail: \_\_\_\_\_

Brief Description of Work:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have read and agree to the Festival Policies and Vendor Guidelines.

Signature: \_\_\_\_\_

Vendor Type

Fine Arts & Crafts \$50 # \_\_\_\_\_

(Additional spaces @ \$50 each)

Food & Beverage \$100 # \_\_\_\_\_

(Additional spaces @ \$75 each)

Please list your electrical needs:

\_\_\_\_\_ amps (\_\_\_\_ max) \_\_\_\_\_ volts (\_\_\_\_ max)

Non-Profit \$50

Total Amount Enclosed \$ \_\_\_\_\_

Checklist:

- ☐ Completed Application
- ☐ Photographs and List of Items for Sale (Including Pricing)
- ☐ Self-Addressed Stamped Envelope and Check for Booth Fee

All net proceeds for the Wylie Arts & Crafts Festival are used for the installation and maintenance of art within the City of Wylie.

## Light Up The Arts In Olde City Park



Saturday  
December 4, 2010  
Olde City Park  
10 am - 8 pm

Sponsorships:

Please contact Craig Kelly for details.  
(972) 442-8100 | [craig.kelly@wylietexas.gov](mailto:craig.kelly@wylietexas.gov)

[www.WylieTexas.gov](http://www.WylieTexas.gov)



Wylie Arts Festival  
Saturday, December 4, 2010 · 10 am - 8 pm  
Olde City Park · Wylie, Texas  
Corner of Ballard Avenue & Hwy 78 North

### Vendor Guidelines:

#### Fine Arts & Handmade Crafts Vendors

- Original visual art, photography, graphics, fabric art.
- Hand crafted originals in wood, leather, metal, ceramics and glass.
- Hand woven baskets.
- Handmade jewelry, clothing or other handmade items deemed acceptable.
- Authentic antiques (NO reproductions).
- Exhibitors are urged to demonstrate their craft.
- 1 outlet (120 volts) will be provided. Vendors needing additional power must make arrangements prior to event.

#### Festive & Unique Food & Beverage Vendors

- No alcohol sales allowed.
- Vendor must provide their own ice.
- Menu with prices must be posted in booth.
- Direct water hookup will be provided; vendor must furnish food grade hoses & connectors.
- Vendors must abide by City of Wylie/Collin County health guidelines, and will be inspected and issued a Temporary Health Permit (included in vendor fee) prior to opening.
- Vendors using warming or cooking devices must have a charged fire extinguisher, with current inspection sticker (required 2A, 10B, C fire extinguisher), visible in booth. The Fire Marshal will inspect ALL vendors.
- Electricity will be supplied. All power-related questions in this application must be answered completely in order for the City to adequately meet Vendor's needs. No additional power will be provided beyond that requested in this application.

#### Non-Profit Vendors

- Vendor must have non-profit status (i.e. must be an IRS certified not-for-profit; such as a charity or civic group).
- Limited to one booth space per non-profit group.
- Items to be sold must be approved in advance.
- No food may be prepared on site.
- Raffles, drawings and/or solicited donations are PROHIBITED, unless approved in advance.
- No services may be sold from this space.

### Registration Process:

1. Return registration form and rental fee on or before November 5, 2010. Applications with a postmark after the deadline will be placed on a waiting list and notified if space becomes available.
2. Make checks or money orders payable to: City of Wylie. There will be a \$25 charge for all returned checks
3. All vendors must submit photos of their art/crafts and a list of items to be sold (including pricing) with this form. Any application submitted without photos will be disregarded. No photos will be returned.
4. You must submit completed application, photos, check or money order and a self-addressed envelope with 2 first class stamps. Submission of this application does not guarantee acceptance.
5. Applications will be processed in the order they are received. Vendors will be selected by a panel and will be notified in writing no later than November 20, 2010. Payment will be returned if vendor is not selected.
6. All spaces are outdoors and 12' x 12'. The majority of spaces are on grass. All equipment and merchandise must fit into the booth space. Vendors requiring more than 12' x 12' space must pay for additional spaces.
7. All vendors must provide their own canopy or tent and must prove it has been treated with fireproof chemicals (most canopies have a fire tag sewn in).
8. No hook-ups will be provided for motor homes or travel trailers at the festival site.
9. Products offered must be hand made and appropriate for a festive, family event.
10. Vendors may only sell the items or conduct the activities that have been specifically approved in writing. The number of vendors offering the same or similar items will be limited. The City is not responsible for duplication of items among vendors. The City reserves the right to request removal of any items deemed to be illegal or in poor taste. Vendors may be asked to leave the premises immediately at the City's discretion.
11. Vendors shall not sublet or assign this contract to any other person, or any of the privileges conveyed herein.
12. The City reserves the right to cancel any vendor and the terms of this agreement at any time for any reason, without penalty to the City of Wylie. All decisions made by the City of Wylie will be final.

### Festival Policies

**Refunds: No Refunds.** The City of Wylie cannot guarantee any vendor a certain number of customers, nor do we promise any type of profit. No refunds due to inclement weather. As with any festival, show, or event, the vendor makes the decision to participate on their own. Should the event be postponed or canceled for an Act of God, public safety, welfare or for any reason whatsoever, vendor hereby releases and forever discharges the City of Wylie, its officers, employees and agents from any and all liability and claims for damages which result from such postponement or cancellation.

**Security:** Security will be provided during the event; however, merchandise left overnight is at the owner's risk and responsibility. The City of Wylie assumes no responsibility for any property placed on the premises, and is released from any liabilities for any loss, injury or damage to person or property that are sustained by reason of the occupancy of the event site under this contract. All watchmen or other protective service desired by vendor must be arranged for by prior special agreement with the representative of the City of Wylie.

**Liabilities:** Vendor shall indemnify the City of Wylie, its officers, employees and agents against, and hold the City of Wylie, its officers, employees, and agents harmless from any and all claims, actions, causes of action, liability, lawsuits, judgments, damages, injuries, cost or expenses, including reasonable attorney's fees, or injury to person or property or death of any person resulting from or based upon, in whole or in part, any act performed or omission in the performance of this contract by vendor, its agents, officers and employees. This indemnity is intended to protect the City of Wylie, its agents, officers and employees from the consequences of their own negligence. The provisions of this paragraph shall survive the termination of this contract.

Vendor hereby releases the City of Wylie from any actions for any loss or damage sustained by reason of any defect of any part of the water supply system, the sewage and drainage system, the gas system, electrical apparatus or wiring on the event site or any other premises or bandstand, and for any loss or damage resulting from fire, theft, water, tornado, rain, snow, strikes, civil commotion or riot, or otherwise caused by gross negligence of the City of Wylie.